

18 AUGUST 1981

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MEMORANDUM FOR: NEW BUILDING TASK FORCE

4E50 HEADQUARTERS

FROM: GENERAL MANAGER
NORTHWEST FEDERAL CREDIT UNION

SUBJECT: SPACE REQUIREMENTS-PROPOSED NEW BUILDING

THE FOLLOWING ARE THE TOTAL ESTIMATED REQUIREMENTS FOR AGENCY SPACE UNDER THE PREMISE THAT ALL AGENCY FACILITIES WILL BE INCORPORATED IN A NEW BUILDING TO BE BUILT ON THE PRESENT AGENCY COMPOUND WITH THE EXCEPTION OF NPIC. THE SPACE REQUIREMENTS, WHILE BEING ROUGH, TAKE INTO ACCOUNT MOST ANTICIPATED GROWTH AND NEW SERVICE NEEDS.

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| 1) BRANCH OPERATION - PRESENT HQ'S BLDG. | 4000 | ¢ |
| TELLERS | | |
| LOAN COUNSELORS | | |
| LOBBY | | |
| RECEPTIONISTS | | |
| SUPERVISORS | | |
| 2) BRANCH OPERATION - NEW BLDG. | 4000 | ¢ |
| TELLERS | | |
| LOAN COUNSELORS | | |
| LOBBY | | |
| RECEPTIONIST | | |
| SUPERVISOR | | |
| 3) ADMIN. OFFICES - NEW BLDG. | 42,000 | ¢ |
| ADMIN. OFFICE | | |
| DATA PROCESSING | | |
| BOARD OFFICES | | |
| ACCOUNTING | | |
| FILES | | |
| MORTGAGE PROCESSING | | |

CORRESPONDENCE PROCESSING
CONFERENCE ROOM
COMPUTER ROOM
COMM. EQUIP. ROOM
STORAGE ROOM
FORMS HANDLING EQUIP. ROOM
COLLECTIONS
NEW SERVICES

TOTAL 50,000 ₪

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General Manager